



Erasmus+ Programme

Key Action 1 – Mobility for learners and staff – Higher Education Student and Staff Mobility

Inter-institutional agreement 2014/2015-2020/2021 between Programme Countries

The institutions named below agree to cooperate for the exchange of students and/or staff in the context of the Erasmus+ programme. They commit to respect the quality requirements of the Erasmus Charter for Higher Education in all aspects related to the organisation and management of the mobility, in particular the recognition of the credits awarded to students by the partner institution.



TÉCNICO LISBOA

**Técnico Lisboa
(Universidade de Lisboa)
P LISBOA109**



University of Udine

I UDINE01

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details	Website (eg. of the course catalogue)
Técnico Lisboa	P LISBOA109		http://tecnico.ulisboa.pt/en/education/masters/
Institutional Erasmus Coordinator		Silvia Santos NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone-+351218419545 silvia.santos@tecnico.ulisboa.pt	
Student Mobility Coordinators (SMC)		Cristina Sousa & Paula Lopes NMCI Av. Rovisco Pais, 1049-001, Lisboa Phone-+351218419245 & +351218417685 cristina.sousa@tecnico.ulisboa.pt paula.lopes@tecnico.ulisboa.pt	
UNIVERSITY OF UDINE <i>International Relations and Mobility</i> Office V. Palladio, 8 33100 Udine ITALY	IUDINE01	claudia.schileo@uniud.it outgoing mobility & Erasmus Studio Agreements Fax + 39-0432-556229 phone:+39-0432-556221 International Student Service iss@uniud.it incoming exchange mobility fax + 39-0432-556496 phone + 39-0432-556218/556497	general course catalogue: http://www.uniud.it/didattica/facolta courses held in english: http://www.uniud.it/international-area
Academic contacts: TOADER, RODICA rodica.Toader@uniud.it			

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B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code *	Subject area name *	Study cycle 1 st , 2 nd or 3 rd	Number of student mobility periods
					Student Mobility for Studies [months per study period]
P LISBOA109	IUDINE01	0533	Physics	2 nd cycle	1X10 months
P LISBOA109	IUDINE01	0541	Mathematics	2 nd cycle	2x5 months each
IUDINE01	P LISBOA109	0533	Physics	2 nd cycle	1X10 months
IUDINE01	P LISBOA109	0541	Mathematics	2 nd cycle	2x5 months each

- 1 Students must have completed their BSc education to participate in the exchange programme.
- 2 Only classes in Master Programmes are given in English.

FROM [Erasmus code of the sending institution]	TO [Erasmus code of the receiving institution]	Subject area code *	Subject area name *	Number of staff mobility periods	
				Staff Mobility for Teaching [days / teaching period]	Staff Mobility for Training [days / training period]

* See Appendix 1 for the Area Code and Subject Name

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P LISBOA109	IUDINE01	0533	Physics	1 teacher/8hours	
IUDINE01	P LISBOA109	0533	Physics	1 teacher/8hours	

C. Recommended language skills

The sending institution, following agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution [Erasmus code]	Optional: Subject area	Language of instruction 1	Language of instruction 2	Recommended language of instruction level	
				Student Mobility for Studies	Staff Mobility for Teaching
P LISBOA 109		English (2 nd cycle)	Portuguese (1 st cycle)	B2	B2
IUDINE01		Italian	English	B2	

D. Additional requirements

P LISBOA109 – Information for incoming exchange students

- 1 Exchange students will meet the admission requirements of the host university in terms of prerequisites for courses and language proficiency.
- 2 The host university will provide Reception Days for incoming students.
- 3 Exchange students are entitled to the same rights and privileges as students normally enrolled at the host university, except for the right for graduation.
- 4 The host university will comply with all relevant health and safety regulations of the host country for incoming exchange students.

IUDINE01

At the University of Udine:

The original transcript of records (no carbon copy is accepted) with the exams done by the Italian student can be given or sent directly to him/her OR to the International Relations and Mobility Office of I UDINE01.

The Learning Agreement or the changed Learning Agreement has to be given to the Italian student who will submit to the approval of the professor coordinator.

The incoming Erasmus student/partner universities can check information about extension of study period and changes to the original L. Agreement on the web site of I UDINE01:

<http://www.uniud.it/international-area/incoming-mobility/Prolungamento%20periodo%20di%20studio%20-%20Extension%20study%20period/prolungamento-del-periodo-di-studio?lingua=eng>

<http://www.uniud.it/international-area/incoming-mobility/modifiche-piano-di-studi-changes-to-original-proposed-learning-agreement/modifiche-piano-di-studi-learning-agreement?lingua=eng>

E. Calendar

1. Application deadlines

Receiving institution [Erasmus code]	Autumn term [month]	Spring term [month]
P LISBOA109	15 th May till 15 th June	15 th October till 15 th November
IUDINE01	15 May (nomination letter)	30 September (nomination letter)

P LISBOA109

- 1- **Link to the online applications-** <http://nmci.ist.utl.pt/en/estudar-no-ist/programas-de-mobilidade/erasmus/processo-de-candidatura/>
All documents must be submitted online. No hard copies are needed.
- 2- Técnico sends by mail notification on admission automatically within 5 weeks.
- 3- Técnico only sends Acceptance Letters to students that need Visa.
- 4- The host university will issue a Transcript of Records no later than 5 weeks after the assessment period has finished.
- 5- Termination of the agreement:

If one or both parties wish to terminate the agreement a notice period of at least one academic year should be given. This means that a unilateral decision to discontinue

the exchanges notified to the other party by 1 September 20XX will only take effect as of 1 September 20XX+1. The termination clauses must include the following disclaimer: "Neither the European Commission nor the National Agencies can be held responsible in case of a conflict."

IUDINE01

- **I UDINE01** will send a detailed Erasmus nomination list by e-mail. It cannot be guaranteed another modality to nominate Erasmus students from I UDINE01.
- Partner Universities have to send a detailed Erasmus nomination list by e-mail (to iss@uniud.it). **I UDINE01** cannot guarantee the acceptance of another modality to nominate Erasmus students by partner Universities (such as online nominations etc...).
- **I UDINE01** will send its decision (information package) within 8 weeks at the maximum from the reception of the nomination letter.
- Erasmus incoming student at **I UDINE01** has to collect the Transcript of Records before leaving Udine, otherwise the Transcript of Records will be issued and sent by I UDINE01 no later than 5 weeks directly to the personal post address of the student.

F. Information

1. Grading systems of the institutions

[It is recommended that receiving institutions provide the statistical distribution of grades according to the descriptions in the ECTS users' guide¹. A link to a webpage can be enough. The table will facilitate the interpretation of each grade awarded to students and will facilitate the credit transfer by the sending institution.]

P LISBOA109

Grades and credits at Técnico Lisboa

The IST classification scale ranges from 10 to 20, linearly, in which 10 is the minimum mark to obtain approval. The awarding of ECTS classification is based on the distribution of marks obtained by all the students approved in the course unit in the last three academic years (can be extended to the last four or five years, if necessary), according to the following overall distribution:

¹ http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm

ECTS Classification	Mean % of achieving students in a course unit	Definition
A	10	10% - Highest classifications on the 10-20 mark scale
B	25	25% - Following classifications on the 10-20 mark scale
C	30	30% - Following classifications on the 10-20 mark scale
D	25	25% - Following classifications on the 10-20 mark scale
E	10	10% - Lowest classifications on the 10-20 mark scale

Institution [Erasmus code]	WEB PAGE
I UDINE01	http://www.uniud.it/international-area/incoming-mobility/tabella-voti-ects-ects-labels/tabella-voti-ects?lingua=eng

Please fill in the missing information

2. Visa

The sending and receiving institutions will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

The following contact points and information sources can provide information and assistance:

Institution [Erasmus code]	Contact details (email, phone)	Website for information
P LISBOA109	Ana Barbosa NMCI Av. Rovisco Pais, 1049-001 Lisboa Phone:+315218417550 ana.barbosa@tecnico.ulisboa.pt	https://docs.google.com/spreadsheets/ccc?key=0AjXu63umi3n0dHRjM2xGalFPVFB6RzZtcXFzUXFKc0E#gid=0
IUDINE01		http://www.uniud.it/international-area/Incoming-mobility/vivere-a-udine_living_in_udine/issue-renewal-of-residence-permit?lingua=eng

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature ² and stamp
P LISBOA109	Professor Arlindo Oliveira President of Técnico Lisboa	27.01.2014	 INSTITUTO SUPERIOR TÉCNICO LISBOA
IUDINE01	Vice Rector for International Mobility prof. M. Ballerini	09.01.2014	

² Scanned signatures may be accepted provided they are identical to the original document.